



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

11 DEC 30 A8:24
STATE PROCUREMENT OFFICE
STATE OF HAWAII

1. TO: Chief Procurement Officer

2. FROM: DCCA/Insurance

Department/Division/Agency

Pursuant to HRS §103D-306 and HAR Chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

3. Description of goods, services, or construction:

The Federal Patient Protection and Affordable Care Act of 2010 ("PPACA") requires each state to reach a minimum level of competency in its review of health insurance premium rate applications that are submitted by health insurers. PPACA also requires the state provide quarterly reports to federal agencies regarding rate filings. In order for the state to meet its requirements, the National Association of Insurance Commissioners ("NAIC") is proposing to modify their System for Electronic Rate and Form Filing ("SERFF") already used by the state for non-health insurance rate and form filings. Specifically, the NAIC will modify SERFF to address data collection and reporting requirements for Health insurers, incorporating the submission of a federally mandated Rate Filing Disclosure Form and Justification, providing additional SERFF training to the Insurance Division staff, and support the ability to satisfy reporting requirements of the uniform template for data reporting.

4. Vendor Name: National Assoc. of Insurance Commissioners

Address: 444 N. Capitol Street, NW, Suite 701
Washington, DC 20001-1509

5. Price:

\$20,856

6. Term of Contract:
(mm/dd/yyyy)

From: Upon CPO Approval To: 9/30/2014

7. Prior Sole Source Ref No.

11-040-K

8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities: SERFF is already in use by many states, including Hawaii. The modification to SERFF will provide Health insurers with an ability to file their forms and rates electronically, a process currently done in Hawaii on a manual basis. The NAIC has professionals dedicated to maintaining and keeping SERFF current. SERFF's rate filing feature is setup to prompt insurers at the time they are initially preparing a filing to include information required by the PPACA. This reduces the additional work a state analyst would have to do, such as developing a system to record PPACA information.

9. Essential features. How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work: Having the NAIC modify SERFF, a system already used by the Insurance Division and other states, will allow the NAIC to leverage its existing system structure to ensure compliance with the federal reporting requirements.

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because: Prior work was done on existing system using federal grant monies from the Cycle I grant (see prior sole source approval 11-040-K). The work now being contracted for is to meet additional requirements under the scope of the Cycle II grant received 10/1/2011.

12. Direct any inquiries to:

Department: DCCA/Insurance Division

Contact Name/Title: Jerry Bump, Insurance Program Specialist

13 Phone Number:

586-0985

Fax Number:

586-2806

Expenditure may be processed with a purchase order/pCard: ☒ Yes ☐ No
If no, a contract must be executed and funds certified.

Agency shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data, if required.

14. *I certify that the information provided above is to the best of my knowledge, true, correct and that the goods, services, or construction are available through only one source.*

Department Head Signature

Date

Reserved for CPO Use Only

15 Date Notice Posted: 12-30-11

Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

16. Chief Procurement Officer's comments:

17. ☒ APPROVED ☐ DISAPPROVED ☐ NO ACTION REQUIRED

Chief Procurement Officer

Date